

MINUTES
FORMAL MEETING OF CITY COUNCIL
Diamondhead, Mississippi
Council Chambers, City Hall
August 18, 2015
6:00 pm CST

I. Call to Order –Mayor Schafer called the meeting to order at 6:00 p.m. CST

1. Invocation – Councilmember Lopez

2. Pledge of Allegiance – Councilmember Rech

3. Roll Call –

Present: Mayor Schafer, Councilmembers LaFontaine, Knobloch, Sislow and Rech.
Councilmember Lopez via teleconference.

4. Confirmation or Adjustment of the Agenda Order – Councilmember Lopez moved, seconded by Councilmember Knobloch, to accept and approve the agenda order with the following addition:

IV. 4. Documents for acceptance into the official minutes:

- b. Attorney General's approval of Interlocal Agreement with Hancock County Board of Supervisors for the use of generator

By Roll Call Vote- Ayes: Lopez, LaFontaine, Knobloch, Sislow, Rech and Mayor Schafer. Nays: None.

MOTION CARRIED UNANIMOUSLY

II. Presentation Agenda

1. Council Comments

- a. The next regularly scheduled Council Meeting will be held at 6:00 p.m. CST on September 1, 2015
- b. A Public Hearing for the FY16 Budget will be held at 6:00 p.m. on Wednesday August 26, 2015
- c. FY16 Budget will be adopted on September 8, 2015 at 4:00 p.m.
- d. Thursday, September 3rd is Diamondhead Night with the Biloxi Shuckers. Discount tickets are available. For information visit the City's website or contact City Hall.

- e. Representatives of Hancock County Library System. Courtney Thomas, Director, presented to the Mayor and Council a request for \$10,000 to support books and materials for the East Hancock Library. Ms. Thomas explained the need resulting from the addition of the East Hancock Elementary without an increase in funding local funding for support. She explained that the funds would be used to purchase requested books, DVDs and audio books currently unavailable at the library. Councilmember Lopez participating via teleconference indicated difficulty hearing the presentation. He stated for the record that he was in agreement with providing \$10,000 to the Hancock County Library System to purchase materials for East Hancock Library.

2. City Manager's Report

City Manager Reed acknowledged receipt of a resignation letter effective September 1, 2015 from Councilmember Blaine LaFontaine-Ward 2. The letter was read aloud by City Manager Reed and was followed by a standing ovation. Councilmember LaFontaine spoke of his positive experience and the knowledge gained while serving as a member of the City Council. Councilmember Lopez thanked him for a wonderful job and congratulated him on being elected as the youngest to have done so in the history of the State and also as the first member of Hancock County Board Supervisor to be selected from Diamondhead.

Councilmember LaFontaine's letter of resignation is reproduced at the end of these minutes and made a part thereof.

At 6:50 p.m., Councilmember Lopez recused himself from the remainder of the meeting.

Special Election:

Congratulations to Blaine LaFontaine, our Supervisor Elect in District 3 of Hancock County. I have formed a team of staff members and officials to make sure get this election process right. Sean Tindell, Kristin Ventura, Jeannie Klein, Don Hopes, Election Commission, Karen Ruhr, Circuit Clerk and the Secretary of State's Office – Election Division have all worked together to create the schedule and timeline you have in front of you tonight. The estimated cost of the Special Election is \$5,000. I really appreciate everyone pulling together to find the answers to all our questions about the upcoming Special Election.

Tropical Storm Update:

Danny is currently a tropical storm, with max sustained winds of 40 MPH moving west at 12 MPH. It's a long way away from us but we are keeping an eye on it.

Transportation Study:

MDOT approved the contract for the study with some minor changes. Hoping to get the final contract executed this week.

Public Works:

The advertisement for drainage work on Apua and Iona are on tonight's agenda for approval. Plans are being developed for Kiko Stree now. Public Works will address the issue on Bamboo Street with in-house forces on September 1. Guardrails have been installed on Bayou Drive and Diamondhead Drive East. Concrete pipes have been ordered for the drainage projects on Bamboo and Banyan Streets. 23 new street signs have installed as part of the second phase of street sign replacement.

City Hall Safety:

The interlocal agreement on the generator was approved by the State Attorney General. Herb will working with Richard Sullivan and Brian Adam to get the generator moved over and installed. The alarm system was tested and all it need was batteries. We will be installing additional smoke detectors and testing the fire suppressions system in the kitchen. The lowest vendor on the key card system will be coming out to coordinate the hardware and location with Herb one last time. We are ordering fire extinguishers for the building as well.

Branding:

Thank you for your participation in narrowing down the choice of logos for the City. I look forward the final design.

SO Interlocal Agreement:

Will be presented the new proposed interlocal agreement at the next Council meeting. We have the new figures and included language about inventory. We are trying to work out language to encourage Deputies to want to remain a part of the Diamondhead Division within Sheriff's Department through a form of supplemental payment. I'm encouraged that we will work through that issue successfully.

Bicycle Friendly Community:

I attended a class to learn about the Bicycle Friendly Community designation. The designation would help you score points for awards on federal highway projects and is being encouraged by The FHA and MDOT. I suggest we form a Bicycle Advisory Committee to begin working on begin awarded the designation.

COPS Community Perception Survey:

We have received 22 completed surveys and anticipate more as the word spreads. The comments received are generally positive about low crime and the effectiveness of the Police Department. They want the police to more visible and to reduce speeding.

Grant Upgrade:

Ms. Moore is working on several grant applications and will be bringing any of those that require match funds back to you for approval prior to submission. We are looking at the Home Security Grant now but the deadline is fast approaching. We have applications pending now for several grants. Please see the color report provided for more detail.

Diamondhead Day at the Shucker's Stadium on September 3rd:

A great opportunity to showcase Diamondhead. How visible do you want us to be? Using promotion dollars to advertise?? Include the POA to participate. Can the Mayor throw a baseball past his shadow?

3. Public Comments on Agenda Items – None

At this time, Tammy Stagg spoke regarding the proposed dog park fence. She said she was informed the City denied the permit for the fence. Building Official Jones informed her that he is office had not received a permit application from the POA for a fence. She requested support from the Council for the dog park and it was suggested she follow up with the POA regarding the project.

III. Policy Agenda

1. Approval of Minutes

- a. August 4, 2015 Recess Meeting

Councilmember Rech moved, seconded by Councilmember Sislow, to approve the August 4, 2015 Recess Meeting Minutes as presented

Ayes: LaFontaine, Knobloch, Sislow, Rech and Mayor Schafer. Nays: None. Absent: Lopez.

MOTION CARRIED UNANIMOUSLY

2. Code Enforcement:

- a. **2015-102**: Mike Zeanchock, Case File 2015-00200 – Recommendation of the Planning and Zoning Commission is to deny the variance request

Following a brief discussion, it was noted letters of support from neighbors adjoining both sides of the subject property were received. Also, presented was an agreement between the City and the Zeanchocks regarding the use of drainage/utility easements.

Councilmember Knobloch moved, seconded by Councilmember LaFontaine to approve the variance request in the matter of Case File 2015-00200 at 8920 Anahola Place (Tax Parcel 067J-3-36-156.000 for 2 side yard variances from Zoning Ordinance (Article 4.6.5 Eii) to allow construction of a carport within 1' of the southwest property line and to allow the construction of a screen room within 3' of the northeast property line.

Ayes: LaFontaine, Knobloch, Sislow, Rech and Mayor Schafer. Nays: None. Absent: Lopez.

MOTION CARRIED UNANIMOUSLY

3. Resolutions:

- a. **2015-108**: Resolution 2015-018 Resolution of the Mayor and City Council appointing Julie Boudreaux to serve as Municipal Election Commissioner

Councilmember Knobloch moved, seconded by Councilmember LaFontaine to adopt Resolution 2015-018 of the Mayor and City Council appointing Julie Boudreaux to serve as Municipal Election Commissioner

Ayes: LaFontaine, Knobloch, Sislow, Rech and Mayor Schafer. Nays: None. Absent: Lopez.

MOTION CARRIED UNANIMOUSLY

Mayor Schafer then administered the Oath of Office to Ms. Boudreaux.

- b. **2015-111**: Resolution 2015-019 authorizing the vacation of the plat of Diamondhead Sbdv. Phase 1, Lots 4, 5 ,6 & 7 Block 1, Unit 6 Hancock County MS

Councilmember Rech moved, seconded by Councilmember LaFontaine, to adopt Resolution 2015-019 authorizing the vacation of the plat of Diamondhead Subdivision, Phase 1, Lots 4, 5, 6 and 7, Block 1, Unit 6, Hancock County, Mississippi (Tax Parcel Nos. 068K-041-021.000; 068K-0-41-022.000; 688K-0-41-023.000 & 068K0-41-024.000) in order to facilitate donation of said lots to the Land Trust for the Mississippi Coastal Plain.

Ayes: LaFontaine, Knobloch, Sislow, Rech and Mayor Schafer. Nays: None. Absent: Lopez.

MOTION CARRIED UNANIMOUSLY

4. Other Actions:

- a. **2015-106**: Accept and award the low bid received from Vulcan Signs for furnishing traffic signs, posts and related hardware for FY16 with one (1) optional renewal

Councilmember Rech moved, seconded by Councilmember Knobloch, to accept and award the low bid received from Vulcan Signs for furnishing traffic signs, post and related hardware for FY16. (Bid tabulation is reproduced at the end of the minutes and made part thereof.)

Ayes: LaFontaine, Knobloch, Sislow, Rech and Mayor Schafer. Nays: None. Absent: Lopez.

MOTION CARRIED UNANIMOUSLY

- b. **2015-107**: Approve to advertise for bids to correct drainage issues on Apua Street and Iona Street

Councilmember LaFontaine moved, seconded by Councilmember Knobloch to approve to advertise for to correct drainage issues on Apua Street and Iona Street

Ayes: LaFontaine, Knobloch, Sislow, Rech and Mayor Schafer. Nays: None. Absent: Lopez.

MOTION CARRIED UNANIMOUSLY

- c. **2015-109**: Approve Application for Payment No. 2 in the amount of \$146,418.75 to Vision Constructors, Inc. for City Hall Hazard Mitigation Improvements

Councilmember Rech moved, seconded by Councilmember Sislow, to approve the application for Payment No. 2 in the amount of \$146,418.75 to Vision Constructors, Inc. for City Hall Hazard Mitigation Improvements

Ayes: LaFontaine, Knobloch, Sislow, Rech and Mayor Schafer. Nays: None. Absent: Lopez.

MOTION CARRIED UNANIMOUSLY

- d. **2015-110:** Approve payment to Eley Guild Hardy Architects for professional services relating to City Hall Hazard Mitigation Improvements

Councilmember Rech moved, seconded by Councilmember Knobloch, to approve payment to Eley Guild Hardy Architects for professional services relating to City Hall Hazard Mitigation Improvements

Ayes: LaFontaine, Knobloch, Sislow, Rech and Mayor Schafer. Nays: None. Absent: Lopez.

MOTION CARRIED UNANIMOUSLY

IV. Routine Agenda

1. Docket of Claims (Claims DKT151630 thru DKT151673)

Councilmember Rech moved, seconded by Councilmember Sislow, to approve the Docket of Claims (Claims DKT151630 thru DKT151673) as presented

Ayes: LaFontaine, Knobloch, Sislow, Rech and Mayor Schafer. Nays: None. Absent: Lopez.

MOTION CARRIED UNANIMOUSLY

2. Net Payroll, including benefits and taxes, August 5, 2015 - \$50,719.30

3. July 2015 Financials

4. Document(s) for acceptance into the Official Minutes:

- a. Revised Commercial Lease Agreement with Diamondhead Country Club and Property Owners Association for Maintenance Yard
- b. Attorney General's approval of Interlocal Agreement with Hancock County Board of Supervisors for the use of generator

V. Public Comments on Non Agenda Items –

Pat Rich commended Councilmember LaFontaine for his service the City of Diamondhead. He then introduced Mike Smith and Derek Hudson, new owner's of the Red Zone.

VI. Adjourn

At 7:15 p.m. CST Councilmember Lopez moved, seconded by Councilmember Sislow, to adjourn.

Ayes: Lopez, Knobloch, Sislow, Rech and Mayor Schafer. Nays: None. Absent: LaFontaine.

MOTION CARRIED UNANIMOUSLY

Thomas E. Schafer, IV
Mayor

Kristin Ventura
City Clerk